

**BY ORDER OF THE COMMANDER
ROYAL AIR FORCE MILDENHALL**

MILDENHALL INSTRUCTION 34-108

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Services

VERY IMPORTANT TEEN PROGRAM



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements AFPD 34-1, *Air Force Services Combat Support Programs* and extends information on age policy of AFI 34-266, *Air Force Fitness and Sports Programs*. It applies to all personnel assigned to or supported by the 100th Air Refueling Wing at RAF Mildenhall. The program is designed to allow youths between the ages of 13-15 who hold a valid DoD Identification Card to utilize the Fitness and Sports Center. This program is done in coordination with parents for teens who are sincerely interested in Physical Fitness and maintaining a healthy lifestyle. All records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located in Air Force Records Information Management System (AFRIMS) at Air Force (AF) Portal: <https://www.my.af.mil/gcss-af61a/afirms/afirms/rims.cfm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*, 22 September 2009 route AF Form 847 from field through Major Command (MAJCOM) publications and forms managers. This publication does not apply to the Air Force Reserve Command (AFRC) or the Air National Guard (ANG). This publication may not be supplemented, waiver request may be sent through to the OPR. See Attachment 1 for Glossary of References and Supporting Information.

1. General.

1.1. The Mildenhall “Very Important Teen (VIT) Program” reduces the Air Force age limitations for unrestricted use of certain portions of Mildenhall Fitness and Sports Centers to the age of 13 for program participants only. For purposes of this instruction, unrestricted use is defined as not accompanied by a parent or legal guardian or requiring interactive supervision from an adult.

2. Responsibilities.

2.1. The Mildenhall Fitness and Sports Center staff will administer paperwork for all participants in the VIT program. Applicants will be issued a VIT identification card once all eligibility requirements have been completed.

2.2. Participants will be required to complete a Fitness Center orientation on proper use of all equipment in the Selectorized/Cardiovascular Rooms. The free-weight room will be off-limits for all participants in the program, unless they are accompanied by an adult in accordance with AFI 34-266. The fitness center staff will provide each participant and parent/guardian the policies and procedures that apply to each specific area of the fitness center.

2.3. The parent and participant will sign and date that they have read and agree with the terms of the program. Once the orientation is completed and the participant feels confident in the program policy procedures they will take a VIT Certification Written Assessment. Once assessment is completed with a minimum score of 85% they will receive their VIT card. If the assessment is taken with a failing score the participant must wait 24 hours before they can retest. Any violation of the policies will result in administrative action, including but not limited to removal from the program.

2.4. The Fitness Staff will not be responsible for directly supervising or monitoring program participants under any circumstances other than to ensure that participants are not violating program policies.

3. Eligibility.

3.1. All dependents of active duty military and DoD civilians assigned to RAF Mildenhall between the ages of 13 and 15 are qualified to participate in the VIT program.

4. Disciplinary Action.

4.1. All participants are required to abide by the same policies and procedures that adult patrons must follow. If the participant violates those policies and procedures, depending on the severity of incident, a warning will be issued. If behavior continues and is not corrected, card and privileges will be removed. Once privileges are removed, the participant will not be eligible for the program again until he/she reaches the age of 16. In accordance with AFI 34-266, anyone 16 years and above may utilize the Sports and Fitness Center without adult supervision. The authority for removal from the program is delegated to the Mildenhall Sports and Fitness Center Manager.

5. Procedures.

5.1. Participants must present their VIT identification card at the front desk of the Sports and Fitness Center upon entering the facility.

5.2. Participants may utilize daily use lockers on a space available basis.

5.3. Participants must be actively engaged in a work-out program at all times while using the fitness facilities. The fitness facilities are not meant for social congregating. Excessive loitering will not be tolerated.

5.4. Participants who do not abide by the policies and procedures depending on the severity of their action will be warned and asked to leave the facility. If a second warning needs to be issued their card may be removed and the participant's privileges may be revoked in compliance with paragraph 4 of this instruction.

5.5. Each participant will be provided a pamphlet/training guide upon their initial visit to the Sports and Fitness Center. This guide will cover each area and the proper policies and procedures governing each area as well as the entire facility.

6. Safety.

6.1. Under this program, participants are still considered to be under the care of their guardians. In the case of a building fire, evacuation, or other emergency, parents are expected to know the whereabouts of their children participating in this program and develop a safety plan with their children. This safety plan will be incorporated into the participant's application.

KENNETH T. BIBB JR, Colonel, USAF
Commander, 100th Air Refueling Wing

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 34-266, *Air Force Fitness and Sports Programs*, 24 September 2007

Prescribe Forms

N/A

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms:

VIT—Very Important Teen

Attachment 2**RAF MILDENHALL FITNESS AND SPORTS CENTER VIT CERTIFICATION**

Name: _____

Age: _____

1. As a VIT member, when entering the Fitness and Sports Center you must check in at the front counter, by leaving what possession during your time in the facility?

2. What equipment items are available for check out at the front counter? _____

3. What is the maximum amount of time you may use any one piece of cardio equipment?

4. When working out on the selectorized equipment, what is the number of repetitions that should be performed on each piece of equipment? _____
5. How many sets should be completed on the selectorized equipment pre workout? _____
6. When working out on the selectorized equipment, it is recommended that you work the muscle groups in what order? _____
7. After completing strength training, it is recommended that you wait how long before working the same muscle group again? _____
8. What should you do if you find a piece of equipment that isn't working properly?

9. After using a piece of equipment what must you do? _____
10. What type of shoes should you wear in the Fitness and Sports Center? The shoes also have to be what, when playing racquetball or basketball? _____
11. What type of clothing attire can NOT be worn in the Fitness Center? _____
12. When making a racquetball court reservation, how many minutes do you have to claim the court?

13. What gear is mandatory when using the racquet ball courts? _____
14. Is dunking allowed in the Fitness and Sports Center? What is not allowed to be done on the rims?

15. Are you allowed to store belongings in a daily use locker over night? _____
16. What is the maximum time allowed in the sauna at any one time? _____
17. What clothing items can you wear in the sauna? _____

18. What areas are off limits to all VIT customers? _____
19. What hours can you utilize the Fitness and Sports Center? _____
20. What is the minimum age you must be to participate in the VIT program? _____
21. Are you allowed to loiter/hang out in the Fitness and Sports Center? _____
22. True or False. Your VIT card and privileges may be permanently removed by Fitness Staff due to misconduct/behavior.
23. Is food consumption allowed in basketball courts/workout areas? _____
24. Can you leave your book bags/back packs unattended? _____
25. True or False. When you enter the Fitness and Sports Center you must have your ID card.

Attachment 3

**RAF MILDENHALL FITNESS AND SPORTS CENTER VIT CERTIFICATION
ANSWER KEY**

1. As a VIT member, when entering the Fitness and Sports Center you must check in at the front counter, by leaving what possession during your time in the facility? **VIT CARD**
2. What equipment items are available for check out at the front counter? **GOGGLES AND RACQUET BALL SETS**
3. What is the maximum amount of time you may use any one piece of cardio equipment? **30 MIN**
4. When working out on the selectorized equipment, what is the number of repetitions that should be performed on each piece of equipment? **8 -12 REPS**
5. How many sets should be completed on the selectorized equipment per workout? **1 SET**
6. When working out on the selectorized equipment, it is recommended that you work the muscle groups in what order? **LARGE TO SMALL**
7. After completing strength training, it is recommended that you wait how long before working the same muscle group again? **48 HRS**
8. What should you do if you find a piece of equipment that isn't working properly? **REPORT IT TO A STAFF MEMBER**
9. After using a piece of equipment what must you do? **WIPE DOWN (WITH SPRAY AND CLOTH OR SANITATION WIPES PROVIDED)**
10. What type of shoes should you wear in the fitness center? The shoes also have to be what, when playing racquetball or basketball? **CLEAN ATHLETIC SHOES/ NON MARKING SOLE**
11. What type of clothing attire can NOT be worn in the Fitness and Sports Center? **CLOTHING DISPLAYING INAPPROPRIATE LANGUAGE/GRAPHICS, MILITARY UNIFORMS, OR PARTS THEREOF, CASUAL SLACKS/SHORTS, JEANS, AND PLASTIC/RUBBER SUITS**
12. When making a racquetball court reservation, how many minutes do you have to claim the court? **15 MIN**
13. What gear is mandatory when using the racquetball courts? **GOGGLES**
14. Is dunking allowed in the Fitness and Sports Center? What is not allowed to be done on the rims? **NO**
15. Are you allowed to store belongings in a daily use locker over night? **NO**
16. What is the maximum time allowed in the sauna at any one time? **15 MIN**
17. What clothing items can you wear in the sauna? **BATHING SUIT**

18. What areas are off limits to all VIT customers? **WEIGHT ROOM AND SAUNA**
19. What hours can you utilize the Fitness and Sports Center? **OUTSIDE SCHOOL HOURS, BASE CURFEW HOURS BUT NOT DURING PEAK HOURS**
20. What is the minimum age you must be to participate in the VIT program? **13**
21. Are you allowed to loiter/hang out in the Fitness and Sports Center? **NO**
22. **TRUE or False.** Your VIT card and privileges may be permanently removed by fitness staff due to misconduct/behavior.
23. Is food consumption allowed in basketball courts/workout areas? **NO**
24. Can you leave your book bags/back packs unattended? **NO**
25. **TRUE or False.** When you enter the Fitness and Sports Center you must have your base ID card.

Attachment 4

**RAF MILDENHALL FITNESS AND SPORTS CENTER VERY IMPORTANT TEEN
(VIT) PROGRAM PERMISSION TO PARTICIPATE**

I, _____ hereby give my son/daughter _____
Sponsor's Name (print) Teen's name (print)
permission to participate in the Very Important Teen (VIT) Program. I recognize that to participate in this program, my child must sign a contract, undergo certification in the Fitness Center procedures, and present a valid Air Force Identification Card along with their VIT membership card when using the facility. I also understand that if my child fails to comply with VIT guidelines or procedures, he/she will forfeit their eligibility to participate in the VIT Program.

Sponsor's Signature_____
Date

Sponsor's Duty Phone: _____

Home Phone: _____

Sponsor's DEROS: _____

I, _____ understand that as a member of the VIT program, I will follow all the rules and guidelines when utilizing the Mildenhall Fitness Center. I must first be certified and have in my possession a current Air Force Identification Card and a VIT membership card. Failure to adhere to any program guidelines will result in forfeiture of my eligibility to participate in the VIT program.

Teen's Signature_____
Date

Teen's Date of Birth: _____

Fitness Center*Training Completed:* _____ *Staff Signature:* _____